

THE SECURITY BUZZ

The Office of Security at the National Processing Center Newsletter

August 2007 / Issue 2

AROUND NPC

Decal Colors
Property Pass
Title 41

Why do we have different color parking decals?

You may have noticed everyone does not have the same color decal and wondered why that is. We have three colors, a green border with white background and black letters for NPC Management. The second is red border, white background and black letters for Disabled parking. The third is blue border, teal background and white letters for general parking. Applications for Disabled parking may be picked up at the Health Unit in 63E.

Property Pass, do you need one or not?

A Property Pass, Form BC-1550(e), authorizes removal of government owned equipment and other property from the premises for official use only. Employees may remove government property only after the "Form BC-1550(e)" has been properly approved and a copy included with the property. Employees removing equipment in the course of their daily job function must have in their possession an approved work ticket supporting removal of the equipment or materials.

What is Title 41, CFR?

Federal Management Regulation Title 41, Code of Federal Regulations deals with rules and regulations governing conduct of all persons entering in or on Federal property. Federal agencies such as the National Processing Center must post the notice in the Appendix to part 102-74 at each public entrance to each Federal facility. Items covered under Title 41 are admission to property, preservation of property, disturbances, gambling, narcotics and other drugs, alcoholic beverages, soliciting, vending and debt collection, posting and distributing materials, photographs for news, advertising, or commercial purposes, vehicular and pedestrian traffic, explosives, weapons, nondiscrimination, penalties, and impact on other laws or regulations.

QUESTIONS?

What do I do if my badge isn't scanning properly at the card readers?

If your badge won't scan at the card readers or unlock doors after scanning, what do you need to do? Call x3595, the Customer Security Services Office and explain the problem. Usually that's a program error that can be corrected over the phone. If not, then we will have you bring your badge to Building 66, Room 110 to get the problem resolved. If it requires making a new badge, be prepared to have a new picture taken at that time.

ASK BUZZ

Buzz says...



Security is a team effort and you are part of our team. Inform Security when you see any of the following: Individuals videotaping, photographing, taking notes on, or drawing maps of NPC facilities, abandoned, unattended, or overloaded vehicles, individuals asking questions regarding security, employees, facilities or activities, unattended briefcases or packages, and individuals not displaying proper badges.

OSY WEBSITE

How to find it.
Upcoming internet access.

How do you get to the OSY website?

Go to your computer or a NPC kiosk and open up Internet Explorer then key in the address: <http://cww.npc.census.gov/osy/>.

Can I access the OSY website away from work?

Not at this time, but we are currently working out details to allow access to our OSY website from the internet. We hope to have it available in the next couple of months. Watch the Security/Safety bulletin boards and "The Security Buzz" for the announcement of the OSY internet website rollout.

NEXT ISSUE

What can you look forward to in future issues?

Information on Sensitive information, Lost & Found, keys, parking lot safety and more.

CONTACT INFO

If you have questions or suggestions, who do you contact?

Please contact Debra Rochner on x3818 or email at:
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